

**Commonwealth of Kentucky
Revenue Cabinet**

**Handbook for Electronic
Filers of Individual Income
Tax Returns**



Tax Year 2001

**Kentucky Revenue Cabinet
Electronic Filing**

**Publication KY-1345
October 2001**

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OFFICE OF THE SECRETARY
200 FAIR OAKS LANE
FRANKFORT, KENTUCKY 40620

October 2001

A Letter to Tax Practitioners about Consumer Use Tax:

The Kentucky Revenue Cabinet (KRC) is asking for your assistance. Please use due diligence and take the additional time needed to assist your clients in complying with Kentucky's use tax laws. Internet usage is growing; purchases made via the Internet are also growing and the loss of sales tax receipts impacts us all, including your clients who are "main street" retailers. The Kentucky Long Term Policy Research Center estimates that the Commonwealth could be losing more than \$110 million a year by 2003 due to the loss of sales tax revenue on remote sales.

A surprising statistic surfaced last year as the KRC was reviewing the addition of use tax reporting to the TeleFile and 740-EZ returns. Taxpayers who used a practitioner to file their return via the Federal/ State Electronic Filing Program (F/S *e-filers*) paid use tax at the lowest rate of any filing group, including TeleFile filers. Are these taxpayers unaware of the use tax laws? Are they paying their liabilities via the Consumer Use Tax Return? Or are they not making purchases subject to use tax? These are a few of the questions that came to mind during this review.

To the contrary, taxpayers that *e-filed* from their home computers (O/L *e-filers*) paid use tax at a rate higher than any other filing group (3.5 times higher than the average, 22 times higher than F/S *e-filers*). These taxpayers apparently declared and paid use taxes because a software program asked, "Did you buy anything subject to use tax?" The Cabinet believes your clients will do the same if you will ask this question and explain the tax. You may want to add a question about catalog, online, and other remote purchases to your interview sheet used to obtain this year's income tax data; or include a worksheet for listing purchases in your annual preparatory letter. However you do it, please ask each client about use tax. If you don't ask now, we may ask later. None of us wants to hear your clients say, "My practitioner never told me."

The KRC has long recognized the contributions of tax practitioners to the successful administration of tax law. We also believe that the overwhelming majority of Kentuckians, when educated about their personal obligations, want to comply with the law. The Cabinet continues to look for easier, faster and more accurate filing and processing methods and appreciates your comments and suggestions. As tax practitioners you can make a difference in the collection of use tax, and thereby help ensure fairness for all your clients. Thank you for your help.

A handwritten signature in cursive script that reads "Dana Bynum Mayton".

Dana Bynum Mayton



Section 1

KENTUCKY ELECTRONIC FILING CALENDAR

For Taxable Period beginning January 1, 2001, and ending December 31, 2001

Begin Federal/State Software TestingNovember 6, 2001

State testing for software developers is to begin after
developers have been accepted by the IRS.

Begin Transmitting Returns to IRS/KRC..... January 11, 2002

Last Day to Transmit Kentucky Returns Electronically October 15, 2002

NOTE: These dates are subject to change at any time.

Section 2

INTRODUCTION

The Kentucky Revenue Cabinet (KRC) joined with the Internal Revenue Service (IRS) in 1994 to offer electronic filing of federal and state individual income tax returns. The Federal/State Electronic Filing Program allows taxpayers to file both their federal and state returns electronically through their tax preparer. This program is an effort to provide “one-stop shopping” for all tax preparation and filing. Taxpayers, tax practitioners, and KRC all benefit from electronic filing.

The program was offered to all Kentucky taxpayers during the 2001 filing season, over 404,400 returns have been received to date. This represents an increase of 21.5% from 2000.

IRS Publication 1345, Handbook for Electronic Filers of Individual Income Tax Returns, identifies IRS procedures and requirements for federal/state electronic filing. All rules, regulations and requirements governing tax preparers, transmitters, and originators of returns put forth by the IRS are used by KRC.

Publication KY-1345, Kentucky Handbook for Electronic Filers of Individual Income Tax Returns, is to be used in conjunction with IRS Publication 1345. The Kentucky Handbook sets forth those items that are unique to KRC. Because most functions in the Federal/State Electronic Filing Program are the same, this handbook highlights the special features for Kentucky. The information contained herein explains the program, including changes from last year.

If there are any questions, comments or suggestions on this handbook, please contact the:

Kentucky Revenue Cabinet
Electronic Filing
1266 Louisville Rd
P.O. Box 1231, Station 29
Frankfort, Kentucky 40602-1231
(502) 564-5370
Fax (502) 564-4206
E-Mail address: Judy.Ritchie@mail.state.ky.us

Technical Support and Software Questions

Kentucky Revenue Cabinet
Systems Planning and Development
P.O. Box 1231, Station 27
Frankfort, KY 40602-1231
(502) 564-6033 Ext. 4798
E-Mail address: Peggy.Barber@mail.state.ky.us
(502) 564-6033 Ext. 4858
E-Mail address: Marcus.Deaton@mail.state.ky.us

Section 3

PUBLICATIONS

The following publications describe the process of electronic filing and federal/state electronic filing:

Internal Revenue Service Publications

Publication 1345, Handbook for Electronic Filers of Individual Income Tax Returns

Publication 1346, Electronic Return File Specifications and Record Layouts for Individual Income Tax Returns

Publication 1436, Test Package for Electronic Filing of Individual Income Tax Returns

Publication 1545, The Electronic Filing Logo Guidelines for Effective Use

Kentucky Revenue Cabinet Publications

Publication KY-1345, Kentucky Handbook for Electronic Filers of Individual Income Tax Returns

Publication KY-1346, Kentucky Software Developer's Guide

Publication KY-1436, Kentucky Test Package

KRC forms and publications are available on Kentucky's fax-on-demand system, *TaxFax*. *TaxFax* is an automated forms distribution system that is available 24 hours a day, 7 days a week by calling (502) 564-4459. A catalog of available documents can be requested for selection purposes.

Forms and publications are also available on the internet at www.state.ky.us/agencies/revenue

Section 4

FEDERAL/STATE ELECTRONIC FILING

General Information

Tax preparers and transmitters accepted in the IRS Electronic Filing Program will be able to participate in the Federal/State Electronic Filing Program and be able to file both the federal return and the state return in one transmission to the IRS Tennessee Computing Center (inquiries on returns transmitted should be directed to the Cincinnati Service Center). **The software used to transmit the data must be certified by both the IRS and KRC.** KRC will provide a certification letter to all approved software developers. This certification should accompany the final version of the software. The IRS will acknowledge acceptance of the federal data and receipt of the state data packet. The IRS acts as a conduit through which KRC will retrieve the state data packet for processing.

KRC will acknowledge receipt of the state data through an electronic bulletin board and then process the taxpayer's return. The transmitter should be able to retrieve the Kentucky acknowledgment within three days from the time acknowledgment is received from the IRS.

Who May Participate

Federal/state electronic filing for Kentucky returns is available to all interested parties who have been accepted in the federal electronic filing program. In 2002 KRC will again accept returns through October 15th. Please contact software companies directly if you have questions about availability of software packages.

Section 5

ACCEPTANCE PROCESS

In order to participate in the Federal/State Electronic Filing Program, participants must apply to the IRS by submitting Form 8633, Application to Participate in the Electronic Filing Program. This form is available from the IRS. **An additional application form is not necessary for the KRC.**

Federal Publication 1345, Handbook for Electronic Filers of Individual Income Tax Returns, specifies the application process and requirements for federal participation. The IRS definition of the various categories of electronic filers (electronic return originator, transmitter or software developer) will apply for Kentucky electronic filing purposes under the federal/state program.

KRC will recognize the federal acceptance process for the 2001 tax period. Acceptance into the federal program is automatic acceptance into the Kentucky electronic filing program. No separate application form is necessary for the Kentucky program. However, KRC will conduct a suitability check on the applicants into the Federal/State Electronic Filing Program and will notify any applicant who is ineligible to participate.

KRC will use the same EFIN and ETIN assigned by the IRS for the Federal/State Electronic Filing Program.

Software developers are required to test with KRC prior to distribution of software. Use of untested software could cause Kentucky returns to be rejected.

In addition to software developers, transmitters will be allowed to test with KRC to ensure they have the ability to retrieve the Kentucky acknowledgment records. Tax preparers and EROs also have the option to test with KRC but this is not required.

Test material and instructions are posted on the internet at www.state.ky.us/agencies/revenue or can be obtained by contacting:

Kentucky Revenue Cabinet
Systems Planning and Development
P.O. Box 1231, Station 27
Frankfort, KY 40602-1231
(502) 564-6033 Ext. 4798
E-Mail address: Peggy.Barber@mail.state.ky.us
(502) 564-6033 Ext. 4858
E-Mail address: Marcus.Deaton@mail.state.ky.us

Section 6

FILING AN ELECTRONIC RETURN

Composition of an Electronic Return

An electronic return consists of:

1. Data transmitted electronically to KRC, using the IRS as a conduit, and
2. Paper documents (sent directly to KRC) that contain information that cannot be electronically transmitted.

Electronic Portion of Return

The following forms and schedules can be transmitted electronically and are considered the electronic portion of the return:

1. All federal individual income tax forms and schedules allowed by IRS Publication 1345, Section 18.
2. Form 740, Kentucky Individual Income Tax Return.*
3. Schedule A, Kentucky Itemized Deductions
4. Schedule M, Kentucky Federal Adjusted Gross Income Modifications
5. Schedule P, Kentucky Pension Income Exclusion
6. Form 2210-K, Underpayment of Estimated Tax by Individuals

* Forms 740-S and 740-EZ are filed through the Form 740 format.

Some software packages do not support all forms available for Kentucky electronic filing. Check your software package for forms availability before submitting returns. Any electronic tax returns submitted without all required forms will be rejected. (See Appendix A for rejection codes.)

Non-electronic Portion of Return

The non-electronic portion of the return consists of the following:

1. Form 8453-K, Kentucky Individual Income Tax Declaration for Electronic Filing.
2. State copies of Form W-2, W-2G or 1099-R which would normally be attached to a paper return.
3. Supporting schedules and documents requiring signatures. (Neither the federal nor state return are required to be attached to Form 8453-K since they are sent electronically. However, if someone other than the transmitter prepared the return, the preparer should sign Form 8453-K or the transmitter should attach the paper return with the preparer's original signature to the Form 8453-K).
4. Any other informational documents that the taxpayer voluntarily includes with the return as supporting material.

This paper material must be stapled together with Forms W-2, W-2G and 1099-R in the area indicated on the front of Form 8453-K. Any other supporting documentation should be stapled to the back of Form 8453-K in the upper left corner. **Please do not attach checks to Form 8453-K.**

Exclusions from Electronic Filing

In addition to the returns excluded from federal electronic filing listed in Publication 1345 for tax year 2001 (2002 filing season), the following are specific Kentucky forms which are also excluded:

1. Form 740-X, Amended Kentucky Individual Income Tax Return
2. Prior year returns
3. Form 740-NP, Nonresident or Part-Year Resident Income Tax Return
4. Form 740-NP-R, Nonresident--Reciprocal State
5. Schedule HH, Housing for Homeless Families Deduction
6. Schedule RC, Application for Income Tax Credit for Recycling and/or Composting Equipment

Exclusions (Continued)

7. Schedule RC(K-1), Pro Rata/Distributive Share of Approved Recycling and/or Composting Equipment Tax Credit
8. Schedule UTC, Unemployment Tax Credit
9. Schedule TC, Tax Computation Schedule
10. Form 1045-K, Kentucky Net Operating Loss Deduction Application for Income Tax Refund
11. Form 4972-K, Kentucky Tax on Lump-Sum Distributions
12. Form 8582-K, Kentucky Passive Activity Loss Limitations
13. Any partnership, corporate or fiduciary tax return
14. Fiscal year returns
15. Injured Spouse declaration

Section 7

TRANSMITTING THE KENTUCKY ELECTRONIC RETURN

Kentucky returns included in the Federal/State Electronic Filing Program will be transmitted to the IRS Tennessee Computing Center, along with the federal return (all inquiries to the IRS regarding transmissions should be directed to the Cincinnati Service Center). Transmissions shall be accomplished according to IRS procedures. All Kentucky returns must include a corresponding federal return in the unformatted record.

Once the IRS has provided an acknowledgment to the ERO, the state data segment will be made available to KRC for retrieval within 24 hours. KRC will not receive any state data associated with a rejected federal return.

The IRS acknowledges only that it received the state data. The IRS acknowledgment is not an indication that KRC has “accepted” your state return. You must receive the KRC acknowledgment to be assured your state return has been accepted. Contact KRC if you receive a federal acknowledgment but no state acknowledgment within three days from the time acknowledgment is received from the IRS.

Acknowledgment of the Kentucky Return

The Kentucky acknowledgment system is designed to inform transmitters that the Kentucky return has been received and either accepted or rejected by KRC. (Rejection codes are included in Appendix A.) The acknowledgement system will provide codes of A for accepted, C for conditional acceptance and R for rejected. Upon receipt of the Kentucky return from the IRS, KRC will generate an acknowledgment record and post the record for retrieval by transmitters.

KRC has contracted with AKSYS to provide acknowledgments for receipt of Kentucky returns. AKSYS is an information processing system that provides third-party electronic filing acknowledgment services to state revenue departments and transmitters.

To make arrangements to register for the acknowledgment program and to receive an AKSYS mailbox, transmitters should contact:

AKSYS
P.O. Box 15719
Colorado Springs, CO 80935-5719
1-800-231-6137

EROs who transmit to the IRS through a third-party transmitter should contact that transmitter to find out how to retrieve the acknowledgment records.

Transmitters are encouraged to retrieve their acknowledgment records regularly. Transmitters should notify their EROs of the return's acceptance within two working days after obtaining the acknowledgment. EROs are instructed to wait until they receive the acknowledgment record before sending the corresponding Form 8453-K (see Section 8).

NOTE: All transmitters will be allowed to perform state testing to ensure they can access and retrieve the state acknowledgment record.

Non-receipt of Kentucky Acknowledgment Record

If any of the following error conditions occur, please follow the resolution process indicated below.

1. Kentucky acknowledgment records are received for some, but not all, returns filed on a given date.
2. IRS acknowledgment records were received more than four working days ago and no Kentucky acknowledgment records have been received.
3. A transmission day is skipped (i.e., received acknowledgment records for a Monday and a Wednesday but none for a Tuesday transmission).

In all instances, be sure you have received an IRS acknowledgment record before you contact KRC.

Resolution Process

To check the status of a Kentucky acknowledgment record, you must contact KRC's Electronic Filing Helpdesk at (502) 564-5370. Have the primary Social Security number and date of transmission available when making the call.

In some instances, you may be required to file a paper return to correct problems. Paper returns to replace rejected electronic returns should be sent to:

Kentucky Revenue Cabinet
Electronic Filing
P.O. Box 1231, Station 29
Frankfort, KY 40602-1231

The paper return should include a printout of the return (including a copy of the federal return and all supporting schedules) and copies of all Forms W-2, W-2G and 1099-R.

If the paper replacement is not sent to this address, it cannot be guaranteed priority processing. If non-qualifying returns (e.g., returns with Schedule TC) are filed electronically, the replacement returns will be placed in the normal paper return processing stream.

Changes to Electronic Returns

After electronic returns are transmitted, they cannot be recalled or intercepted in process. If the electronic filer or taxpayer wishes to change any entries after a return has been accepted, an amended return (740 X) must be filed through the normal paper filing process. No action should be taken to change the computation between the date transmitted and the date KRC acknowledges the return.

Section 8

FORM 8453-K

Kentucky Individual Income Tax Declaration for Electronic Filing

Form 8453-K is the signature portion of the return. It must be completed and signed by all appropriate parties before the return is transmitted electronically. Form 8453-K:

1. Authenticates the return;
2. Authorizes the ERO to file the return electronically on behalf of the taxpayer;
3. Serves as a transmittal for the associated non-electronic documents that will be stapled to Form 8453-K; and
4. Authorizes KRC to inform the ERO whether a taxpayer's return has been accepted.

Returns requiring forms or schedules excluded in Section 6 must be filed in paper format. Electronic filers must not use Form 8453-K to submit forms or schedules which are excluded (see Section 6) from electronic filing.

Form 8453-K authorizes KRC to discuss tax return information with the ERO.

Use only the official Form 8453-K or an approved substitute form that duplicates the official form in format, language, content and size. Photocopies are acceptable.

The following is the sequence of events in the handling of Form 8453-K:

1. An ERO prepares the return and computes the taxes based on the information the taxpayer provides or accepts an already prepared tax return for the purpose of transmitting it electronically.
2. After the return has been prepared and before it is transmitted, the taxpayer must verify the information on the return and sign Form 8453-K. The signature of both taxpayers is required on returns filed "Married, filing joint return" or "Married, filing separately on a combined return."

3. Affix the label marked "Return" from the cover of the taxpayer's Kentucky individual income tax packet or postcard in the name and address block on the Form 8453-K. If the address information is incorrect on the label, draw a line through the incorrect information and print the correct information. If the name or Social Security number is incorrect, do not use the label. **The address on the label must match the address on the electronically filed return.**
4. A copy of the prepared return must be provided to the taxpayer.
5. Once again for filing season 2002, preparers can select the frequency of mailing completed 8453-K's to KRC. Every ERO will receive an 8453-K Mailing Election Form that should be completed and returned to KRC.

The 8453-K Mailing Election Form will provide the ERO the option of electing to mail completed 8453-K's: a) once electronic return acknowledgement is received from KRC, b) monthly, c) quarterly or d) at the end of the filing season. The ERO will mail 8453-K's to KRC based on mailing election.

Any ERO failing to complete the 8453-K Mailing Election Form will be required to send their 8453-K's once electronic return acknowledgement is received.

Form 8453-K is part of the electronic tax return for the purposes of taxpayer verification and signature. A blank Form 8453-K is the same as a blank tax return. Practitioners are prohibited from allowing taxpayers to sign a blank tax return. However, it is permissible to have the taxpayer review the completed tax return on the display terminal. The taxpayer should also review the completed Form 8453-K before signing it.

The DCN assigned to the taxpayer's federal return will also be used for the Kentucky return. This DCN should be entered on Form 8453-K. If the electronic return is rejected by the IRS and a new DCN is assigned, you must use the DCN accepted by the IRS on the Kentucky electronic return and Form 8453-K.

The ERO should send Form 8453-K to the KRC based on the selection made on their 8453-K Mailing Election Form. **Do not send Form 8453-K prior to receiving the acknowledgment of the state return.**

Form 8453-K should be shipped to:

Kentucky Revenue Cabinet
Individual Income Tax
P.O. Box 518
Frankfort, KY 40602-0518

If KRC determines that a Form 8453-K is missing, the ERO must provide the cabinet with a copy of the Form 8453-K or a new Form 8453-K within five days of the cabinet's request for the form.

Section 9

REFUND OPTIONS FOR ELECTRONIC FILERS

Taxpayers may elect to have their overpayments applied to their next tax year's estimated tax, mailed to them in the form of a refund check, or deposited directly into a bank account. If direct deposit is elected, the same verification procedures outlined in IRS Publication 1345 must be followed.

Taxpayers' Kentucky refunds do not have to be direct deposited in the same bank account as their federal refunds.

KRC acknowledgment of the electronic return will not indicate whether the refund will be direct deposited.

Some items which could cause KRC to deny a direct deposit request:

- All/part of the overpayment is applied to the taxpayer's delinquent Kentucky taxes.
- All/part of the overpayment is applied to the taxpayer's debts to other state agencies and/or the IRS.
- The amount of the refund is adjusted by the tax processing system.

The taxpayer may determine the reason for the conversion by calling KRC's Taxpayer Assistance Section at (502) 564-4581 between 8:00 a.m. and 4:30 p.m., Monday through Friday, Eastern Standard Time.

Section 10

REFUND DELAYS

It is anticipated that refunds from Kentucky returns filed in the Federal/State Electronic Filing Program will be issued in two to three weeks. The average amount of time to issue a refund during the 2001 processing year was 7 to 10 days. However, the following conditions may delay refunds and/or change refund amounts on electronically filed returns:

1. The taxpayer owes delinquent Kentucky taxes.
2. The taxpayer owes a debt to another state agency or to the IRS.
3. The estimated tax payments claimed on the return do not match the estimated tax payments recorded on KRC's estimated tax file.
4. The refund amount is adjusted when the electronic return is processed.
5. Bad addresses. Common problems are addresses containing a rural route. While the Cabinet recognizes that some rural routes still exist in Kentucky, most rural routes have been eliminated and assigned a street name with a house number. Preparers should verify that the rural route is still a valid address before utilizing this address on the taxpayer's return. Another common problem is an address that contains both a post office box number and a street address. Post office equipment cannot determine which address to utilize. **Only one address should be submitted.**

If individuals need to contact KRC regarding their Kentucky refund, they should be prepared to give their Social Security number and whole dollar amount of the refund. These taxpayers should contact KRC's ARTIS line (502) 564-1600.

Section 11

PAYMENT OF BALANCE DUE AMOUNTS

The taxpayer is responsible for paying the amount due KRC by April 15, 2002. Details of each payment option are listed below. **Please note the importance of the April 1st date.**

Returns Filed Before April 1

The following payment options are available to taxpayers:

1. The taxpayer may file early and wait to receive a Statement of Liability from the KRC. This statement will explain adjustments, if any, and will state the balance due amount. A payment coupon will be attached to the notice and should be returned with payment by April 15, 2002. NOTE: No interest or penalties are due if the taxpayer files early and makes payment before April 15, 2002.
2. The taxpayer may submit payment prior to receipt of the Statement of Liability by submitting Form 740-V with their payment. Form 740-V is a generic payment coupon made available to EROs. If the ERO's software package has the capability of printing a document in the same format as the Form 740-V, this can also be used.

Returns Filed After April 1

The following procedure should be followed:

Payment should be made with Form 740-V and mailed to:

Kentucky Revenue Cabinet
Frankfort, KY 40619-0008

Section 12

WHAT ELECTRONIC FILERS MUST PROVIDE TO THE TAXPAYER

The ERO must furnish the taxpayer with documentation of all completed Kentucky forms and schedules filed for the taxpayer. This material should be provided to taxpayers at the time they sign Form 8453-K.

The ERO must also provide the taxpayer with a copy of the following material filed with KRC:

1. The completed Form 8453-K, Kentucky Individual Income Tax Declaration for Electronic Filing.
2. Other documents containing required signatures.
3. Any other documents which are not Kentucky forms or schedules.

In addition, the ERO should advise the taxpayer to retain copies of the following material:

1. Form W-2, W-2G or 1099-R.
2. Any other documents, not required by KRC, which the taxpayer voluntarily includes with Form 8453-K as supporting material.
3. The signed Form 8453-K.

Immediately upon learning that a return was not accepted by KRC, the ERO must advise the taxpayer that their return was not accepted, and that a paper return must be filed. The taxpayer should allow up to eight weeks for any Kentucky refund to be issued on a paper return.

If an electronically filed return was acknowledged as accepted by KRC, the ERO should advise the taxpayer to wait three weeks from the acknowledgment date before making an inquiry about his/her refund. The taxpayer may call KRC's ARTIS line (502) 564-1600 for information about his or her refund. They should be prepared to give their Social Security number and whole dollar amount of the expected refund.

It is the responsibility of the electronic filer to follow all guidelines in IRS Publication 1345.

Section 13

PENALTIES

Penalties for Disclosure or Use of Information

Guidelines outlined in IRS Revenue Procedure 94-63 and 94-63A should be followed as well as Kentucky Revised Statute 131.190.

Penalties for Late Filing, Late Payment and Fraudulent Returns

This provision provides due notice that all additions to tax, penalties, and criminal provisions applicable to paper filers are also applicable to electronic filers. Specifically, penalties and interest for late filing and late payment will be assessed.

Penalties will be assessed against any person filing an incomplete or misleading return. Additionally, any person who willfully subscribes or presents a fraudulent return will be subject to prosecution and penalties. Other criminal provisions will be applicable to the extent that a person attempts to commit forgery and falsify signatures on any electronic filing form, check or direct deposit form.

Section 14

TAXPAYER ASSISTANCE AND REFUND INQUIRY

Taxpayers may confirm acknowledgment of their Kentucky returns with their practitioner or transmitter and are advised to wait three weeks from the transmission date before calling or writing KRC to inquire about their refund status.

If a taxpayer and/or spouse owes money to KRC, other state agency, IRS, etc., the amount may be deducted from the refund. This debt will delay processing of the taxpayer's refund because all claims against the refund must be resolved before a refund check can be processed. Electronically filed returns experiencing errors in KRC income tax system will be given first priority for resolution.

For Taxpayers

KRC has an automated refund and tax information system, ARTIS, that a taxpayer can call to get the status of their refund. The taxpayer must provide the primary Social Security number listed first on the tax return and the amount of the refund expressed in whole dollars.

ARTIS Line: 1-502-564-1600

Taxpayers needing assistance to resolve any adjustments on returns or problems after processing should contact the Taxpayer Assistance Section at (502) 564-4581.

For Transmitters, Preparers and EROs

The KRC will operate a helpdesk for electronic transmitters/preparers who are experiencing problems. The operating hours will be Monday through Friday, 8:30 a.m. to 4:30 p.m., except for holidays. The helpdesk number, (502) 564-5370, is to be used by electronic transmitter/preparers only.

APPENDIX A

Rejection Codes and Explanations

001 Error with Federal Adjusted Gross Income

Amounts entered as Federal Adjusted Gross Income on the Kentucky return do not agree with Federal Adjusted Gross Income from the federal return.

002 Invalid Software ID

Software not approved for Kentucky purposes.

003 Invalid EFIN

EFIN number has been inactivated due to unresolved Form 8453-K issues.

004 Duplicate Return

Electronic return already received.

005 Negative Numeric Data Received

Negative numeric data received in positive numeric data fields.

006 Schedule or Form Data Not Submitted

Forms that are eligible for electronic filing and are a part of the return must be submitted with the return.

007 Part year/Non Resident returns are not eligible for electronic filing.

APPENDIX B

SAMPLE ADDRESSES

Prefix Names:

EXAMPLE:	O'Brien	KEY:	Obrien
	Van Winkle		Vanwinkle
	Mc Donald		McDonald

Street:

EXAMPLE:	120 South Fourth Street
KEY:	120 South Fourth Street

EXAMPLE:	23 East 4th Street
KEY:	23 East 4th Street

EXAMPLE:	2466 1/2 West Highway North
KEY:	2466 West Highway North

EXAMPLE:	C/O George Smith
KEY:	CO George Smith

EXAMPLE:	C/O Jones Mfg Co
KEY:	Jones Mfg Co

EXAMPLE:	C/O 123 Main St
KEY:	123 Main St

EXAMPLE:	12 North St Apt #4
KEY:	12 North St Apt 4

EXAMPLE:	34 Hopewell-Bohon Rd
KEY:	34 Hopewell Bohon Rd

EXAMPLE:	543 Lovelace-Florence Station Rd
KEY:	543 Lovelace Florence Stat Rd



8453-K MAILING ELECTION

Please select one of the following options for mailing Form 8453-K

- ☐ a) When KRC acknowledgement is received
- ☐ b) Monthly
- ☐ c) Quarterly
- ☐ d) At the end of the filing season

ERO NAME _____

STREET ADDRESS _____

CITY,STATE,ZIP _____

Signature

EFIN

Date

Please return this form to the address below by January 11, 2002

**Kentucky Revenue Cabinet
Electronic Filing
1266 Louisville Road
P.O. Box 1231, Station 29
Frankfort, Kentucky 40602-1231
(502) 564-5370**

